**Angela Brown**

Resourceful and results-driven business consultant with 10+ years’ progressively responsible experience. Successful track record in helping companies by assessing their weaknesses and recommending solutions. Ability to empathize with clients’ requirements, and provide them with correlating business support. Explicitly determines causes and finds solutions for various business challenges.

**Seattle, WA**

**ellawhobird@gmail.com**

**[angibrown.info](https://angibrown.info)**

(701) 500-1244

**WORK**

**EXPERIENCE**

2020 - 2022

**DEI Committee champion | Onboarding Rep**

Guidant Financial

Seattle, Washington

**Dei Committee Champion:**

• Collaborated with other unique individuals to discuss initiatives in a discreet manner.

• Met weekly to discuss goals using lean management style.

**Onboarding specialist:**

• Investigated and resolved issues with tangible results.

• Consistently performed above metric goals in a quarter of the time.

• Personally, established more efficient processes to speed up onboarding; mapped templates to add efficiency.

• **Became “Let’s call Angi, she probably knows” within a month of starting.**

2017 - 2021

**University Bookstore Director**

Edmonds College

2017-2020

Lynnwood, WA

• Operated as the organization’s bookstore manager, integrating strategies that improved overall performance.

• Provided leadership regarding planning, managing and coordinating operations within the five-hundred-thousand per year bookstore.

2010- 2018

**Director of Business & Finance**

Dakota Technology Solutions

Minot, North Dakota

• Offered efficient, informed decision-making and planning while

fostering new business and sales opportunities as an exclusive provider for SaaS.

• Leveraged in-depth knowledge and understanding of state and federals regulations and align processes for better workflow and more efficient pipeline.

|  |
| --- |
| **CORE** • Proven experience managing maintenance operations with excellent |
| **COMPETENCE** | leadership |
|  | • Abilities Skilled in counseling, mediation, and conflict management to |
|  | ensure smooth workflow |
|  | • Ability to supervise, monitor, & evaluate performance and provide |
|  | constructive feedback |
|  | • Set policies & procedures and ensure employees work productively and |
|  | develop professionally |
|  | • Analyze problems & errors, identify root causes, and implement viable |
|  | long-term solutions |
|  | • Strong written/Verbal communication skills for documentation and |
|  | correspondence |
|  | • Exceptional organization skills with the ability to prioritize and manage |
|  | multiple tasks |
|  | • Solid time management with high precision in a deadline-oriented |
|  | environment |
| **EDUCATION** | **Western Governors University****Master's Degree in Business Administration****Honors** | **2020** |
| **Minor State University****Bachelor's In Business Management** | **2013-2015** |
| **CERTIFICATION** | **Google UX Design Certification 2022**  |
| **EXPERTISE** | **• Seasoned Management Skills****• Empathy for clients and peers****• Critical Thinking****• Communication Skills****• Skilled collaborator** |

**Program experience**

**• Adobe XD**

**• Google Suite**

**• Microsoft Suite**

**• Disruptive Lean Six Sigma**

**• Wix, Godaddy**

**• Figma**